

MEETING MINUTES
August 28, 2007

7:00 p.m. Meeting called to order.

Attendance: Karl Haglund, Chair; Andres Rojas; Carla Moynihan; Jay Szklut, Staff;
Jeffrey Wheeler, Staff

Absent: Jenny Fallon; Sami Baghdady

The Board welcomed its newest member, Carla Moynihan.

Approval of minutes postponed to next meeting.

Andy Rojas reported that the Capital Projects overview Committee continues to meet on a near weekly basis and has begun creation of a draft report to the Selectmen.

Mr. Rojas also noted that an ad hoc Bridge Clean-up Committee has been formed and is moving forward on scope of work, securing permits and scheduling for the clean up of the Belmont Center Bridge. Jay is acting as Project Coordinator.

Harvard Lawn Committee expects to issue a new RFP for redevelopment of the Harvard Lawn Fire Station within the next week. A minimum bid price will be part of the new RFP.

A concern was raised that the Planning Board no longer was represented on the Traffic Advisory Committee. Appointment of a Planning Board representative is to be discussed at next meeting.

7:15 p.m. Redevelopment of Belmont Center Fire Station

Jeffrey informed the Board that the developer intend to apply for a special permit to add to the size of the building. The Office of Community Development has determined that the addition constitutes a third floor requiring a special permit. Because the addition would also affect parking requirements a site plan review by the Planning Board would be triggered. A tentative date of October 1 has been set for a joint meeting of the ZBA and the Planning Board to begin this permitting process.

Jeffrey provided a list of zoning amendments that the Board decided at its last meeting that they may want to present to a fall special town meeting if such a meeting is to occur. He provided draft language for each of the different amendments -

7:30 p.m. Senior Center Update

The Board reviewed the most recent set of plans submitted.

Lighting: The photometric plan of site lighting was accepted by the Board. Spillover lighting onto adjacent properties was adequately controlled. However, the Board noted that no photometric plan of the building lighting was submitted. A note from the project manager indicates that he and the architect are in the process of developing the missing

plan. The Board reiterated its concern that the building be moderately lit and awaits presentation of the building photometric plan.

Landscaping: The number of trees shown along the rear edge of the property is less than what was approved by the Board.

The Building Committee informed the Board that the rear bathroom accessible from outside the building only had been removed from the building plans and would not be constructed.

The Board requested confirmation that the on-street parking along Beech St. would include a 7 foot wide sidewalk. Ms. Pressey would confirm with staff. (Note: Minutes of the recreation commission meeting with vote to give 4 feet for parking given to staff on August 29. Plans for on-street parking and sidewalk delivered to staff by Town Engineer on September 17, 2007.)

The fencing shown on the plan was approved by the Board.

Jay also noted that the merging of the two lots has not yet been formalized. The required survey has been completed but the new lot configuration has not yet been recorded.

As the Board had not seen the new landscape plans prior to the meeting and there was some concern with the landscaping plan, the Board approved that Mr. Haglund and Mr. Rojas would review the plan and submit final comments directly to the Senior Center Building Committee by the end of the week. (Note: An email from Mr. Rojas was received by staff and forwarded to the COA Director on August 29, 2007.)

8:25 p.m. Our Lady and other Zoning hearings/schedule

The Smart Growth Zoning Overlay Districts moving forward and the residents of the neighborhood are requesting the Planning Board begin zoning hearings.

The Board discussed its meeting schedule for the upcoming year. Mr. Haglund noted that Tuesdays were no longer as free for him and requested to have the Planning Board meetings moved to Wednesday. The Board voted to schedule regular meetings for the 2nd and 4th Wednesdays of the month subject to final approval by Ms. Fallon and Mr. Baghdady. (Note: Both Ms. Fallon and Mr. Baghdady did not object to this change in scheduling.)

Board members noted that the October Town Meeting is scheduled for the 22nd and it would be more sensible to meet on the 1st and 3rd Wednesday in October to accommodate zoning related public hearings. The Board approved meetings on October 3, 2007 and October 17, 2007.

The Board approved the following schedule for public hearings on Zoning Amendments.

September 26, 2007 - Our Lady of Mercy Smart Growth Overlay Zone

September 26, 2007 - Banks and similar institutions allowed by Special Permit only.

October 3, 2007 - Allow Use of Church Parking Lots for non-accessory Purposes.

October 3, 2007 - Front Yard Setback Requirements for Accessory Structures

9:00 p.m. Discussion - Residential Parking

Continued to next meeting when full Board should be present.

9:10 p.m. Meeting Adjourned

Next Meeting: Tuesday, September 11, 2007

7:00 p.m.

Town Hall, Conference Room 2